

25X1

5 January 1984

MEMORANDUM FOR: Deputy Director for Administration

FROM: Daniel C. King
Director of Logistics

25X1

SUBJECT: Report of Significant Logistics Activities for
Period Ending 5 January 1984

1. Progress Report on Tasks Assigned by the DCI/DDCI:

25X1

No tasks assigned during this reporting period.

2. Items or Events of Major Interest that have Occurred During the Preceding Week:

25X1

a. GSA/CIA Agreement: On 3 January 1984, the first draft of a Memorandum of Understanding (MOU) regarding the takeover of the Headquarters Maintenance and Operation, Power Plant, and the Federal Protective Officers was provided by GSA. The MOU requires extensive revisions, and it will be returned in draft to GSA on 6 January.

25X1

25X1

c. Office of Communications (OC) Repair and Return Facility - The OC Repair and Return Facility, CD, is progressing as scheduled. The painting is 99 percent complete, with only some touch-up work yet to be done. The sheet metal work is now 50 percent complete and the installation of a sprinkler system is 15 percent complete. The entire project is now approximately 60 percent complete and set backs are not anticipated.

25X1

WARNING NOTICE
INTELLIGENCE SOURCES
OR METHODS INVOLVED

S E C R E T

SUBJECT: Report of Significant Logistics Activities
for Period Ending 5 January 1984 []

d. Water Leak [] Depot: On 28 December 1983, a major water leak developed on the roof of the Unit I Storage and Issue area, CD, which houses the ARS machine, Wang equipment, and miscellaneous electronic items, when the seams separated about one and one-half inches at a length of about 250 feet across the roof. Plastic sheeting was placed over the materiel immediately to protect it from water damage. GSA personnel were queried, and could not provide a solution; however, [] Depot maintenance personnel located a vendor who provided a tar sealing compound which was then applied by GSA personnel. []

e. ETECS Upgrade: On 5 and 6 January 1984, two OL representatives are scheduled to visit the Atex Corporation in Bedford, Massachusetts for a plant test of the new Atex Edit One System prior to its shipment. The plant test will involve testing the new upgraded specifications for the new software release. The new hardware/software should be shipped within the two weeks following the plant test. []

f. LIMS: On 19 December 1983, a questionnaire was forwarded to all component Logistics officers in the Metropolitan Washington area to determine if they had access to Delta Data terminals and associated data printers. The purpose of this inquiry is to determine capabilities for the electronic requisitioning that will become available when LIMS first work package becomes operational in about a year. To date, and with but one exception, 27 of a possible 42 respondents indicate adequate terminal equipment. A final consolidated report will be compiled when all replies are received. []

g. GIMS II Maintenance: On 23 December 1983, TRW, Incorporated was awarded a follow-on Cost Plus Fixed Fee Level-of-Effort type contract, in the total estimated amount of \$886,000. Approximately 20,000 hours of effort relative to the maintenance and enhancement of the GIMS II Data Base Management System, as required by the Office of Data Processing has been provided. []

h. Provision of Sanitary Napkins: On 3 January 1984, Capital City Cleaners, in lieu of GSA, initiated the replenishment of sanitary napkins in the ladies' rest rooms throughout the Headquarters, Motor Pool. Printing and Photography, and 2430 E Street buildings. []

25X1 SUBJECT: Report of Significant Logistics Activities
for Period Ending 5 January 1984

3. Significant Events Anticipated During the Coming Week:

25X1 a. On 11 January 1984, the Director of Logistics, along
with key Logistics officers, will attend an all-day briefing and
orientation session at Ft. Meade by NSA Logistics officers.

25X1

for Daniel C. King